



**SOUTH AFRICAN
POLICE SERVICE**

**PROVINCIAL
WELLNESS FORUM
GUIDELINE**



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IMPLEMENTATION PLAN FOR THE NATIONAL & PROVINCIAL WELLNESS FORUM HIV AND AIDS WORKPLACE PROGRAMME

1. EXECUTIVE SUMMARY

The management of the South African Police Service recognizes the seriousness of the HIV and AIDS pandemic and its implications on the Workplace. SAPS support the National efforts to reduce the spread of infection and minimize the impact of the scourge. In an attempt to de-stigmatize HIV and AIDS in the Workplace, the SAPS management collapsed HIV and AIDS strategies into an integrated wellness approach where HIV and AIDS related matters are not handled in isolation.

The above mentioned approach has been deemed fit by management to ensure consistency and equitability in the prevention of the spread of HIV and AIDS as well as associated risks in contracting new infections by members employed by SAPS and their immediate significant others.

2. BACKGROUND

Formerly, what currently is termed the National Wellness Strategic Forum, used to be the HIV and AIDS Forum as well as Disability Forum separately. The SAPS management at National level deemed it necessary to collapse the two into one and named that a Wellness Forum with an endeavour to de-stigmatize HIV and AIDS also Disability.

In ensuring consistency and standardization, management at National level came up with a resolution that all Provinces should adopt the National Wellness Model to collapse the HIV and AIDS Forum as well as the Disability Forum.

3. OPERATIONAL PRIORITY AREAS

The following operational priorities have been compiled in line with the SAPS Five Year Strategic Plan:

OBJECTIVE 1: WELLNESS PROGRAMME

- To increase the number of HIV and AIDS workplace testing stations (On-site and on-wheels) through marketing and the roll-out of Wellness Programme including Border Policing Areas.
- To furnish the National Wellness Strategic Forum with quarterly reports on the utilization of the Wellness-on-Wheels Vehicles.

OBJECTIVE 2: UPDATE WITH NEW HIV & AIDS TRENDS AND DEVELOPMENTS

- Continuously implement the HIV and AIDS Workplace Programme interventions, aligned with specific provincial trends.

OBJECTIVE 3: IMPACT ASSESSMENT WITH REGARD TO THE SPREAD OF HIV AND AIDS WITHIN SAPS

- To implement interventions in line with the POLMED and QUALSA report which will address the HIV and AIDS prevalence rate within Provinces.
- The report will be communicated to all Provinces by the National Office- HIV and AIDS Workplace Programme

OBJECTIVE 4: PREVENTION AND REDUCTION OF COMMUNICABLE DISEASES AND NEW INFECTIONS

To implement the HIV and AIDS Workplace strategy (Peer Education Programme, Support Groups, Condom distribution, Wellness Testing– VCT, Awareness Programmes) in order to curb the spread of new communicable diseases and infections.

OBJECTIVE 5: TREATMENT CARE AND SUPPORT FOR THE INFECTED AND AFFECTED

- To ensure the continuous empowerment of provincial EAS functionaries on the establishment, implementation and sustenance of support structures for the infected and affected members.
- To monitor and evaluate the establishment, implementation and sustenance of the support structures.

OBJECTIVE 6: ENHANCING AND STRENGTHENING OF PARTNERSHIPS

- To develop, strengthen and sustain the Provincial (internal and external) structures to enhance the smooth collaboration and partnerships on operational issues for example the Department of Health, POLMED, QUALSA and HIV and AIDS Interdepartmental Committees.

4. THE ROLE PLAYERS

- Provincial Commissioner or Deputy Commissioner (chairperson)
- Provincial Head: Personnel Services
- Provincial Head: Legal Division
- Provincial Head: Career Management
- Provincial Head: Training
- Provincial Head: EAS
- Provincial Head: Social Work Services
- Labour Unions (SAPU and POPCRU)
- Provincial SHE representative

5. ROLES AND RESPONSIBILITIES

The roles and responsibilities of the Provincial Wellness Forum members would be to ensure the implementation of the Wellness Strategies inclusive of the HIV and

AIDS programmes and policies amongst others. The following encompass the generic processes which will be undertaken by the Forum:

- To ensure the promotion of equal opportunities and fair treatment in employment for everyone through the elimination of unfair discrimination in all practises.
- To enhance the creation of a safe working environment by implementing procedures aimed at managing occupational incidents and ensuring that employees with HIV and AIDS are not unfairly discriminated against in the workplace.
- Ensuring that support is provided to employees living with HIV and AIDS in having access to appropriate health care and support. The latter would be achieved by engaging structures such as POLMED and QUALSA- responsible with the registration of SAPS employees together with their immediate family members on the HIV and AIDS Disease Management Programme.
- To continuously manage the impact of HIV and AIDS in the Workplace and with the assistance of other relevant role-players within and outside the scope of the SAPS such as the Safety, Health and Environment Management, EAS functionaries, POLMED and QUALSA etc.
- To ensure that counselling and support services are rendered to employees living with HIV and AIDS and their dependants through the Employee Assistance Services Programmes. The latter shall be monitored through reports submitted to management and Provincial and National levels on quarterly basis.
- To encourage and support the training and the efficient utilization of the trained Peer Educators in all HIV and AIDS related activities, as well as developing measures for ensuring the attendance of all HIV and AIDS education and awareness activities by employees including management.

- To sustain and support the external networks/ partnerships including other government Departments, organs of civil society and private sector. To mobilize and ensure the efficient utilization of all internal and external communication mechanisms in all HIV and AIDS related matters.
- Ensure the full involvement and utilization of all the relevant role players through regular meetings and providing quarterly feedback to Head Office.
- To ensure that the Provincial Wellness meetings convene quarterly and that minutes of each meeting are circulated fourteen (14) days prior to the next meeting.
- To ensure that minutes of each Provincial Wellness meeting are communicated to National Office through the National EAS Head.

6. LEGAL FRAMEWORK

- This Guideline shall be read in conjunction with the following and other relevant legislations:
 - **HIV & AIDS and STI Strategic Plan for South Africa, 2007- 2011**
 - **SAPS Five Year Strategic Plan on HIV and AIDS, 2007- 2011**
 - **SAPS Policy for People Living with HIV and AIDS**
 - **Occupational Health and Safety Act, 1997 (Act No. 85 of 1993)**
 - **Labour Relations Act, 1995 (Act No. 66 of 1995)**
 - **Employment Equity Act, 1998 (Act No. 55 of 1998)**
 - **The Employee Health and Wellness Strategic Framework for the Public Service (2008)**
- These Legislative Mandates shall be made available by the National Office- HIV and AIDS Workplace Programme to Provinces on request.